

**MINUTES OF THE IBERIA PARISH REGIONAL PLANNING COMMISSION MEETING CONDUCTED ON
JANUARY 28, 2010 AT 5:30PM IN THE IBERIA PARISH COUNCIL CHAMBERS
300 IBERIA STREET, NEW IBERIA, LOUISIANA 70560**

CALL TO ORDER: Chairperson Dana Dugas determined there was a quorum and called the meeting to order.

PLEDGE: Chairperson Dana Dugas led the Commission in the Pledge.

MEMBERS PRESENT: Dana Dugas, Barbara Laviolette, Tommy Granger, Perry Judice, Bruce Dupray, Jane Braud and Ronald Fremin

MEMBERS ABSENT: Michael Guardia and Lanie Borel

OTHERS PRESENT: Dean Wattingy, John Raines, Julie Armentor, Kevin Hagerich and Pres Marshall

APPROVAL OF MINUTES: Bruce Dupray made a motion to approve the December 17, 2009 Minutes which was seconded by Tommy Granger; the vote was unanimous.

DEVELOPMENT REVIEW

Agenda Item #1: Final approval for David Larson property located at Creighton Broussard Road. John Raines explained this item had been placed on tonight's Agenda by mistake and should be removed. He explained further the conditions placed on the development by the Commission at the December Meeting; one of the conditions was that Mr. Larson and Public Works meet together to discuss the "straightening out" of the turning radius at the intersection. As part of that approval process, the proposed Lollipop Lane would have to become a public street. The developer, Mr. Larson, felt that condition was too onerous and abandoned the project.

STANDARD COMMENTS: John Raines explained that the Sub Regs require that all plats include a Designer Certification, Certificate of Ownership, and Board of Health approval on the plat itself. In order to remind engineers and applicants of these requirements, Mr. Raines proposes to list these requirements on all Staff Reports in the future under the Standard Comments section of the Staff Report. The staff report template will be modified to include these requirements automatically.

The Designer Certification states that the design engineer prepared the plat or supervised its preparation and that he certifies all the data contained therein is true and accurate.

The Certificate of Ownership is signed by the property owner(s) attesting that they are the owners of the property and approve the plats submission to the Commission for review and approval.

Board of Health Approval is required prior to the issuance of any building permits. By securing the Board's Approval in advance and placing that Approval on the plat will expedite the building permit approval process.

The Commission thought the ideas were commendable and supported their inclusion even though no official action was required.

DIRECTOR'S REPORT

John Raines explained that there were four (4) discussion items on the Agenda.

The first item was “preliminary proposed fee structure” changes. Mr. Raines explained that the existing fees were not sufficient enough to defray the costs of services provided by the Department. He provided a chart of existing fees and “proposed” fees and explained what was involved in each fee structure (See Attached). Each of the fees and their functions were addressed: the amount of time to review plans, inspections involved, costs of service, importance of the fee and the impact on the Department’s budget.

The Commission was in agreement that the fee structure should support the service provided as well as an add on to provide for future less active times. Dana Dugas indicated that the Teche Homebuilders would and will support any proposed increase to insure the continuation of the Department.

Secondly, Mr. Raines reminded the Commission that they had previously discussed the possibility of participating in a Planning Workshop provided by the American Planning Association. He explained that State Law requires that Planning Commissioners receive professional training on their duties, responsibilities, functions, and protocols. The Commission had previously discussed the possibility of engaging the services of a trained professional to provide this training. Mr. Raines indicated that he knew several professionals who provide this training, and that he himself had made presentations also. The Commission requested Mr. Raines to secure additional information for their review. Jane Braud indicated that her office was conducting a “workshop” on Planning next month and that she would provide information to all the Commissioners and encouraged them to attend.

As a sidebar, Mr. Dugas suggested that the Department establish a booth at the upcoming Teche Homebuilders Show. Mr. Raines indicated that he would seek approval from the Administration adding that, in the past, the Lafayette Planning Office often had a booth at the Acadiana Blueprints Show which was excellent exposure for the Department and very educational to the public.

Mr. Raines then introduced Pres Marshall, Director of E-911, and explained that he and Mr. Marshall had agreed to commence meeting on a regular basis to review proposed developments prior to their submission the Commission for review and approval. The purpose of the increase cooperation was to insure that the needs of emergency vehicles were addressed and resolved prior to any approvals being granted. As the E-911 Commission is comprised of emergency first responders, common review of proposed developments to avoid obstructions (too narrow streets, too short a turning radius,

traffic flow directions and alignment of driveways, poor traffic network design, etc) was in everyone's best interests. The Commission agreed.

Mr. Marshall addressed the Commission indicating that he agreed and supported the comments of this evening and looked forward to meeting/working with the Commission in the future.

Mr. Raines provided the Commission with a recap of the building activity comparing 2008 and 2009 building activity. He explained the spreadsheet and indicated that in the future, every month, the Commission would be provided a recap of building activity. The Administration and Council would also be provided this information. The purpose of the submission was simply to advise all of the level of building activity.

Finally, Mr. Raines explained that the Parish now had an Official Parish Base Map. In the ensuing months, Mr. Raines would request the Commission to adopt this Map as their Iberia Parish Transportation Plan. Once adopted a series of planning activities could commence: establishing a transportation hierarchy of streets within the transportation network, identification of functional classifications for all streets within the transportation network, prioritizing of needed street improvements and preparation of a future street plan addressing the future needs of the community. The Commission was very receptive and indicated their desire to proceed.

ADJOURNMENT

Jane Braud made a motion to adjourn which was seconded by Bruce Dupray; the vote was unanimous.

Submitted by John R. Raines
Director of Planning, Permitting and Zoning